

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 1622      **TITLE:** COMPUTER SYSTEMS ANALYST II      **GRADE:** S-24

**DEFINITION:**

Under general supervision, to assist in the preparation of comprehensive evaluations of existing or proposed computer-based systems; to participate in, or perform, systems analysis and/or project efforts involving computer-based functional requirements; and to do related work as required.

**TYPICAL TASKS:**

Assists in the preparation of detailed, comprehensive cost/benefit studies evaluating existing or proposed systems to assist in decision-making;

Assists in the preparation of short-range and long-range data automation plans for the County Government;

Participates in computer-based systems development and/or systems maintenance applications;

Assists in the evaluation of data elements and the development of a County data base;

Develops and prepares system design documents at the system or subsystem level;

Prepares program specifications, forms design, instructions, and/or procedures manuals as required;

Coordinates test activity at the system or subsystem level;

Provides technical advice and assistance to functional elements in expressing general requirements for data automation;

Provides guidance and assistance to programmers in the development and testing of programs;

Directs and participates in the preparation of operations documentation;

Assists in determining causes for system failures and recommends corrective action.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Considerable knowledge of the principles and practices of programming, systems analysis and design;

Ability to study, analyze and evaluate functional requirements;

Ability to prepare program and system specifications and computer system documentation;

Ability to evaluate computer systems user agency requests;

Ability to develop oral and written presentations.

**EMPLOYMENT STANDARDS:**

Any combination of education and experience equivalent to graduation from an accredited four-year college or university with a degree in computer science or a related field plus one year of systems analysis experience; or a degree in an unrelated field and two years of systems analysis experience. Two or more years of computer programming experience may be substituted for one year of systems analysis experience.

Relevant education may be substituted for experience as follows:

<u>Education</u>	<u>Years of Experience It May Be Substituted For</u>	<u>Years of Experience Still Required</u>
BA/BS - Computer Science or a Related Field	2	1
BA/BS - Unrelated Field	1	2
AA/AS - Related Field	1	2
Certificate - Data Processing Technical Training	1	2
High School	0	3

REVISED: July 3, 1989

REVISED: July 7, 1983

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